



DEPARTMENT OF CORPORATIONS

JOB OPPORTUNITY

Arnold Schwarzenegger, Governor

Preston DuFauhard, California Corporations Commissioner

Dale E. Bonner, Agency Secretary

Release Date: March 20, 2007

CLASSIFICATION: **CORPORATION EXAMINER**
Will consider **Auditor I**
6 Positions-Permanent/Full-Time
Positions will be located in Sacramento, Los Angeles and/or San Francisco

FINAL FILING DATE: **UNTIL FILLED**

SALARY: \$3877 - \$5683 per month
If Auditor I selected for vacancy, the salary will be \$3836 (the Department of Corporations is authorized to hire at the maximum salary of the classification)

POSITION LOCATIONS: Financial Services Division, 1515 K Street, Sacramento
Financial Services Division, 320 West 4th Street, Los Angeles
Financial Services Division, 71 Stevenson Street, San Francisco

DUTIES AND RESPONSIBILITIES - The Financial Services Division (FSD) is responsible for licensing and regulating businesses to insure the company's compliance with statutory and regulatory requirements and to determine the financial stability of the business. The Corporation Examiner independently reviews and determines whether applicants for licensure under the various laws as noted below, warrant issuance of the license; conducts complex examinations or functions as examiner-in-charge in larger examinations; and, analyzes problems of deficiencies in the financial soundness, compliance with applicable statutes, or propriety of reporting of licensees and recommends corrective action. All of the examinations include the use of personal computers with various levels of automation. The laws under FSD are: the California Finance Lenders Law, California Residential Mortgage Lending Act, California Deferred Deposit Transaction Law, and Escrow Law. This position requires travel throughout the State.

DESIRABLE QUALIFICATIONS:

- ◆ Auditing experience and accounting knowledge.
- ◆ Knowledge of rules and regulations administered by the Financial Services Division.
- ◆ Knowledge of personal computers & familiarity with Word, Excel and other computer programs.
- ◆ Works well under pressure.
- ◆ Communicates well both orally and in writing.
- ◆ Good interpersonal skills.
- ◆ Willingness to accept additional responsibilities.

WHO MAY APPLY – EMPLOYEES CURRENTLY AT THE CORPORATION EXAMINER OR AUDITOR I LEVEL, OR THOSE WITHIN TRANSFER RANGE OR LIST ELIGIBILITY WHO ARE REACHABLE (IN THE TOP THREE RANKS) ARE ENCOURAGED TO APPLY. For further information regarding the positions, please contact Warren Adams at (213) 576-7619 or CALNET 8-649-7619. **PLEASE SEND A COMPLETED APPLICATION TO THE PERSON AND ADDRESS PROVIDED BELOW.** (Please include your social security number for eligibility verification).

SUBMIT APPLICATION AND RESUME TO: Department of Corporations
Human Resources Office
Attention: Mabel Miramon (#06-FSD-6)
1515 K Street, Suite 200
Sacramento, CA 95814
(916) 445-2953 or CALNET 8-485-2953

RPA #06-FSD-6 ca

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.
IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.